

CHARTER TOWNSHIP OF DELTA
Public Meeting Room B
Delta Township Administration Building
7710 West Saginaw Highway
Lansing MI 48917

TOWNSHIP BOARD COMMITTEE OF THE WHOLE MINUTES
MONDAY, MARCH 11, 2013

I. CALL TO ORDER –

Supervisor Fletcher called the meeting to order at 6:00 p.m.

II. ROLL CALL –

Members Present: Supervisor Kenneth Fletcher, Treasurer Howard Pizzo, Clerk Mary Clark, and Trustees Jeff Hicks, Dennis Fedewa, Karen Mojica and R. Douglas Kosinski

Members Absent: None

Others Present: Manager Richard Watkins, Deputy Manager Jen Roberts, Community Development Director Mark Graham, Assessing Director Brian Thelen, Utility Director Tom Morrissey, Parks Recreation and Cemeteries Director Markus Kirkpatrick, Planner Chris Gruba, IT Director David Marquette, Lt Campbell, Chief John Clark and Building Inspector Matt Leach

III. SET/ADJUST AGENDA –

Trustee Hicks moved the agenda be approved as presented. Treasurer Pizzo supported the motion. Motion passed 7-0.

IV. PUBLIC COMMENT – None.

V. COMMUNICATONS – None.

VI. PRESENTATIONS – None.

VII. MANAGER'S REPORT –

The Manager had a meeting with the Lansing Mall last week to discuss the theater project. The project should begin construction this summer and be completed in the spring of 2014. The Olive Garden anticipated is no longer moving forward.

The pathway construction preparation will begin to continue the pathway around the Library.

The employee retreat is March 14th and Township offices will be closed for business all day on Thursday.

VIII. DEPARTMENT REPORT –

IX. ITEMS OF DISCUSSION –

1. Community Development Fee Schedule

Mark Graham addressed the Board regarding department fee schedules in the Community Development Department which is composed of four divisions – Economic Development, Building, Engineering and Planning. The economic development division has no fees. The engineering fees are directly linked to the economy and the cost of living. At this time there are no anticipated changes necessitated here.

The building fees are not intended for making money but rather reflective of actual expenses which are a requirement of the law. Building fees were last increased in 2006 which was simultaneous increases at the State level. The State of Michigan recently announced increases slated for April 2013.

A new fee proposed is a \$70 residential re-roof permit fee which would be comparable to other municipalities. This would initiate an inspection while the work was being performed. This would benefit the residents and Township from a consumer protection standpoint as well. An additional new fee would be for generators and this would be considered an application fee.

Proposed fee increases were reviewed for the Board as well as previous fee corrections that need to be made from the past.

Mr. Graham provided a list of services which the department provides at no cost such as all trade inspections, red tags on rental units, and temporary certificates of occupancy.

In the planning division, a comprehensive review of fees was completed. Reviews in the planning division were last adjusted in 2007. Proposed fees were reviewed with the Board. The only fee proposed to be reduced is for rezoning requests and this is a result of the reduced publication requirements.

Treasurer Pizzo and Trustee Fedewa requested a detailed cost breakdown from the accounting department. Trustee Hicks suggested any changes in ZBA and Planning Commission fees take into consideration reduced expenses as a result of

meeting packets being provided electronically and the number of reduced meetings. Trustee Fedewa suggested the public have input at a board meeting to express their opinions on the proposed increases.

Mr. Graham will provide the proposed increases to area realtors and Homebuilder's Association for feedback and return to the Board in approximately 30 days.

2. Strategic Planning Discussion

On February 9th, the following items were identified with the vision of Delta Township in 2018:

- Strong, vibrant Saginaw corridor;
- Better, stabilized eastern township;
- East Saginaw Highway planning tools in process;
- Much different entrance – both East and West on Saginaw Highway;
- Enriched, quality businesses;
- Library with community and arts center;
- Develop park area in the south quadrant of township;
- More extensively developed pathway system and new trail system;
- More established identity and better sense of community;
- Better public involvement;
- Township manages single family rental property – maximum allowable;
- Strengthen neighborhoods – neighborhood party kit;
- Continue to offer top notch public safety;
- Improve/expand substation services to avoid residents commuting to Charlotte;
- Improve roads and relations with the Eaton County Road Commission;
- Keep the Township Dashboard current and telling a story;
- Having another physical presence in the industrial tract;
- Integrate plans with surrounding communities

Department Directors met February 14th and focused on three main goals –

- Economic Development/Community Development (Mark, Brian and Mary)
 - East Saginaw – east of Elmwood Road, review the Sharon Wood study that was completed and property acquisitions of deteriorated homes
 - Continue to add to the Ed Reed data base
 - West Saginaw – west of I-96, utility extensions and smart growth control measures
 - Residential neighborhoods – balancing, identify rental locations, crime locations, code enforcement problems and the like
 - Second tier stores versus vacant buildings

- Redevelopment plans – private sector or public sector involvement and potential acquisitions to improve property or enlarge them by combining parcels
- Rental property management – landlords feel registration and inspection is discriminatory as owner occupied homes are not inspected
- Code Enforcement – past history is reactive not proactive enforcement
- Zoning – tried numerous things although not had much success
- Economic Development – attraction versus retention
- Community Identity and Involvement (Lt Campbell, Marcus, Dave)
 - Bumper stickers, car magnets, “I am Delta”, new slogan, etc
 - Lansing Mall name change to Delta Mall like Meridian Township
 - Central Township complex for community activities
 - Improving the Dashboard and crime mapping
 - Neighborhood commission or watch association that would address more than public safety
- Infrastructure (Jeff, Tom and John Clark)
 - Improved communications regarding Road Commission and recent article in *Delta Magazine*
 - Improved public safety utilizing bench marks
 - Public transportation – identify needs, related costs and generate funding
 - Improve communication and services with utility users, capacity availability, etc.
 - Replacement projections for water and service infrastructure both five year and 10 year and the required rate increases
 - Control the redevelopment in Saginaw corridor
 - Improve and expand EDC database
 - Code enforcement – proactive versus reactive
 - Calming traffic especially in residential areas – radar devices/speed trailers

Trustee Kosinski indicated he would like to see incubation opportunities down the road in Delta Township and the leveraging of township resources toward this.

Trustee Fedewa raised the marketability of refurbished properties and recommended the Township utilize area resources such as Michigan State University and the EDC.

Manager Watkins is requesting feedback from the Board as to the direction the planning has taken to date. Manager Watkins would like to then return to the Board with segments or specific items of discussion at future meetings. For example, Saginaw Highway at one meeting and then another topic for another meeting. In turn, addressing things one item at a time.

Trustee Kosinski would like to address the items with the quickest obtainable results. Trustee Fedewa would like a complete meeting on the three main ideas and then address the "low lying fruit."

Treasurer Pizzo is anxious to see results and move forward on the work established to date, implementing some of the suggestions.

Clerk Clark cautioned against revisiting items that have been raised in more than one key area and would like to see blending to address the issue from all areas. She is eager to continue the improvements and advancements made over the last four years.

Trustee Hicks indicated that staff would be relied upon during this process for knowledge, input and staff should be vested in the project.

Trustee Fedewa would like the Manager's Office to research the new program offered by the Michigan Township Association and the Excellence Award that is now available.

Gloria Kovnot, Tri County Office on Aging, recently attended a conference indicating that the senior population will be doubling. This will have an impact on the demand for public transportation among other things. Delta and the State of Michigan is not renown for its senior representation. She suggested Delta establish a senior group as one similar to the Youth in Government program already in place.

X. ADJOURNMENT

Supervisor Fletcher adjourned the meeting at 7:36 p.m.

CHARTER TOWNSHIP OF DELTA

MARY R. CLARK, CLERK

KENNETH FLETCHER, SUPERVISOR